

**Subject:** Re: Traffic Control Officer for Larchmont Charter School, 6/11 - 6/15

**From:** Ginnia Hargins <ginnia.hargins@larchmontcharter.org>

**Date:** 6/6/18, 12:41 AM

**To:** Dan Halden <daniel.halden@lacity.org>

**CC:** Amy Held <Amy.Held@larchmontcharter.org>, "R.C. Smith"

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One additional logistical piece: Friday, June 15 is an early release day, so the PM dismissal time for the Traffic Control Officer would be from 1:15 to 2:15 that day. The morning time would be the same.

Ginnia

On Wed, Jun 6, 2018 at 12:19 AM, Ginnia Hargins

<[ginnia.hargins@larchmontcharter.org](mailto:ginnia.hargins@larchmontcharter.org)> wrote:

One other thing. Might you have the announcement in Korean? We have Korean-speaking families for whom the translation would be welcomed.

Ginnia

On Wed, Jun 6, 2018 at 12:05 AM, Ginnia Hargins <[ginnia.hargins@larchmontcharter.org](mailto:ginnia.hargins@larchmontcharter.org)> wrote:

Hello Dan,

Thank you for making those arrangements. There is an error in the map. You have the entrance for carpool at the driveway entrances that are only used for emergencies, not the primary gate entrance just west of there. So, it appears as if the entrance will be blocked off. What we'll have to do, as you can see in the attached map, is to have families completely reverse carpool. Take a look at the one dated 8-6-17 that we've use all year versus the temporary map to see what I mean.

Regarding your questions:

- **AM HOURS** - What are the best AM times for the Officer to be on site? 7:30-8:45
- **PM HOURS** - What are the best PM times for the Officer to be on site? 3:00-4:30
- **LOCATION** - What is the best location? I'm assuming Selma/Cassil, or close by, but please advise. *I'm not sure, because this is not my area of expertise, however, if it's just one person, redirecting people, I would think they'll need to stand between the corner of Cherokee and Selma Ave to direct parents to loop around via Schrader and Hollywood Boulevard to be able to enter on Cherokee.*

I hope that this inconvenience does mean that when we're back to school for orientation on August 21, the construction is done and will make for a safer

entrance at our school gate.

Ginnia

On Tue, Jun 5, 2018 at 12:59 PM, Dan Halden <[daniel.halden@lacity.org](mailto:daniel.halden@lacity.org)> wrote:

Hi Ginnia,

I am CCing Captain RC Smith with LADOT Hollywood Parking Enforcement. I am pleased to share that we have made arrangements to have a Traffic Control Officer on site at Larchmont Charter School all next week (**Mon 6/11 - Fri 6/15**) to assist with morning and afternoon pickup/drop-off.

We understand that the construction work will cause an inconvenience for parents; on behalf of Councilmember O'Farrell, we want to make sure that we are doing everything in our ability to make sure things run as smoothly as possible. We look forward to the new school year, when families will return to LCS and see a newly improved, safer Selma Ave.

Ginnia, please advise regarding the following:

- **AM HOURS** - What are the best AM times for the Officer to be on site?
- **PM HOURS** - What are the best PM times for the Officer to be on site?
- **LOCATION** - What is the best location? I'm assuming Selma/Cassil, or close by, but please advise.

For everyone's reference, I am including LADOT's Traffic Control Plan, as well as the Construction Notices. I am also CCing appropriate personnel from the City and Contractor to keep everyone in the loop.

Thank you,

**Dan Halden**

Hollywood Field Deputy

Office of Councilmember Mitch O'Farrell, 13th District

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**Find the Councilmember on:** [F](#) [T](#) [I](#) [V](#)

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